

## HOUSING MANAGEMENT AND ALMSHOUSES SUB (COMMUNITY AND CHILDREN'S SERVICES) COMMITTEE

Monday, 28 November 2016

Minutes of the meeting of the Housing Management and Almshouses Sub (Community and Children's Services) Committee held at Committee Rooms, West Wing, Guildhall on Monday, 28 November 2016 at 1.45 pm

### Present

#### Members:

Virginia Rounding (Chairman)	Deputy Catherine McGuinness
Ann Holmes (Deputy Chairman)	Dhruv Patel
Deputy John Barker	Deputy Elizabeth Rogula
Deputy Billy Dove	Mark Wheatley
Deputy the Revd Stephen Haines	

#### Officers:

Philippa Sewell	-	Town Clerk's Department
Mark Jarvis	-	Chamberlain's Department
Ade Adetosoye	-	Director of Community & Children's Services
Jacquie Campbell	-	Community & Children's Services Department
Amy Carter	-	Community & Children's Services Department
Wendy Giaccaglia	-	Community & Children's Services Department
Michael Gwyther-Jones	-	Community & Children's Services Department
Martin Hammond	-	Community & Children's Services Department
Robert Jacks	-	Community & Children's Services Department
Paul Jackson	-	Community & Children's Services Department
Paul Murtagh	-	Community & Children's Services Department
Jacqueline Whitmore	-	Community & Children's Services Department

#### 1. APOLOGIES

Apologies were received from Randall Anderson, John Fletcher, Deputy Henry Jones and Gareth Moore.

#### 2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

#### 3. MINUTES

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 26 September 2016 be approved as a correct record.

#### Matters Arising

##### Housing and Planning Act

Officers reported that the 'Pay to Stay' requirement had been dropped but could be adopted on a discretionary basis, and Members noted a report would be

brought to the Sub Committee meeting in January with recommendations. In response to Members' questions, officers advised that if Pay to Stay were to be adopted it would require extensive administration to support it.

4. **PRESENTATION: TENANCY SUPPORT TEAM**

The Sub Committee welcomed Martin Hammond, Manager of the Tenancy Support Team, to the meeting. Mr Hammond had presented in 2015 and gave an update on the Team's work. He advised that the main changes from last year stemmed from the effects of austerity measures and welfare reform, and detailed some case studies to demonstrate the depth and breadth of the work the Team undertook. Tenants were becoming more vulnerable, needing further management to secure access to services, welfare casework, and budgeting in light of universal credit.

Members discussed the presentation, raising the issue of lack of technological access and skills of those applying for benefits, and the possibility for those in need to fall through cracks in the welfare system. As such, officers undertook to raise the issue with partners at London Councils.

The Sub Committee thanked Mr Hammond for the work of him and his team, and for his presentation today.

5. **HOUSING UPDATE**

The Sub Committee received a report of the Director of Community & Children's Services which provided an overview of Housing Service performance and progress on key issues from 1 April to 30 September 2016. In response to a Member's question regarding the CP12 gas safety certificates, officers advised that, from a landlord's perspective, the Corporation was fully compliant.

**RESOLVED** - That the report be noted.

6. **HOUSING ESTATES - ALLOCATED MEMBERS' REPORT**

The Sub Committee received a report of the Director of Community & Children's Services which provided an update on events and activities on the City of London Corporation's social housing estates.

**RESOLVED** – That the report be noted.

7. **MAIS HOUSE DECANT PROGRAMME - UPDATE**

The Sub Committee received a report of the Director of Community & Children's Services which updated Members on the arrangements for decanting the sheltered housing scheme at Mais House, which begun in May 2016. Officers advised that a further eight people were expected to move in January and that the decant programme was on track. Members requested that future update reports include a timeline of the project from the beginning.

**RESOLVED** – That the report be noted.

8. **ESTATE SATISFACTION SURVEY DATA REPORT**

The Sub Committee received a report and presentation of the Director of Community & Children's Services regarding the results of the 2015/16 survey of residents of the City of London's social housing estates, including the sheltered housing schemes and the City of London and Gresham Almshouses. Although the majority of results were very positive, the Chairman noted that any negative findings would be used to target improvements.

**RESOLVED** – That the report be noted.

9. **HOUSING DELIVERY PROGRAMME - COMMUNICATIONS STRATEGY**

The Sub Committee considered a report of the Director of Community & Children's Services which sought Members' engagement regarding the development and implementation of the new Communication Strategy and Action Plan for the Housing Delivery Programme. Members noted this would in addition to the existing communications to residents. A new Communications Manager post was expected to join the Corporation in January 2017, who would be charged with overall responsibility for the implementation of the Housing Delivery Programme Communications Strategy and the associated Action Plan.

Members discussed the draft Strategy and how best to engage in its development and implementation, and agreed that an Member/Officer working party be set up to discuss the overall strategy and plan, which would set the strategic direction and key principles for smaller micro-groups to develop their own action plans for each location. This would ensure effective links with the Corporation's existing communications strategies as well as addressing the level of detail needed for individual estates.

**RESOLVED** – That John Fletcher and Deputy Henry Jones be asked to sit on the Member/Officer working party along with the Chairman of the Sub Committee.

10. **WINDSOR HOUSE - COMMUNAL AND ESTATE WIDE REPAIRS**

The Sub Committee considered a report of the Director of Community & Children's Services regarding the Windsor House repairs.

**RESOLVED** – That:

- a) the provision of £16,900 be approved for staff and consultant fees in order that a condition survey be undertaken;
- b) following procurement and subject to tender analysis and adequate budget provision, a consultant be appointed to carry out the survey and options report; and
- c) that officers report back in order to seek approval for any further spending necessary for any works to proceed.

11. **CITY OF LONDON ALMSHOUSES REVENUE AND CAPITAL BUDGETS 2016/17 AND 2017/18**

The Sub Committee considered a joint report of the Chamberlain and the Director of Community & Children's Services regarding the 2017/18 City of London Almshouses revenue budget.

**RESOLVED** – That the 2017/18 revenue budget be approved.

12. **MIDDLESEX STREET ESTATE, PETTICOAT TOWER - REPLACEMENT OF WINDOWS AND BALCONY DOORS**

The Sub Committee considered a report of the Director of Community & Children's Services regarding the works to replace windows and doors to flats in Petticoat Tower on the Middlesex Street Estate.

**RESOLVED** – That the works proceed and long-leaseholders not be recharged.

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

On behalf of the Sub Committee, the Chairman extended thanks and best wishes to the Director and the Area Manager (Central) at this, their last meeting.

15. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<b>Item</b>	<b>Paragraph</b>
16	3
17	-
18	2

16. **NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 26 September 2016 be approved as a correct record.

17. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There was one non-public question.

18. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was one item of other business.

**The meeting ended at 3.05 pm**

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Chairman

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